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## **Mission**

To provide quality legal services in a timely manner to the Board of County Commissioners (BCC), its subordinate offices and staff, other elected Constitutional Officers and their staffs, and as otherwise directed by the BCC.

## **Business Strategy**

Primary functions of the County Attorney's Office (CAO) are to:

Conduct legal research and render legal opinions.

Draft/review/revise ordinances, resolutions, contracts, real property instruments, legislation, and similar items.

Negotiate and coordinate intergovernmental arrangements on a wide array of subjects.

Defend or otherwise represent the County in judicial and administrative proceedings.

Monitor outside counsel when specialized expertise, not maintained within CAO, is required.

Provide real property acquisition services supporting the County's road building program.

## **Objectives**

Emphasize integrity, economy, and efficiency while maintaining quality in providing legal services.

Participate in or monitor all litigation to which the County is a party, attempting to resolve all disputes outside the judicial framework.

Participate in a direct or support capacity to accomplish County and departmental projects in accordance with priorities established by the BCC.

Maximize use of advances in information technology in performing legal research, compiling attorney work product, and communicating that product to CAO's customers.

Promote taxpayer confidence in CAO's efforts to serve the County and its citizens.

<b>Department:</b>	<b>ADMINISTRATIVE OFFICES</b>				<b>Seminole County</b>	
<b>Division:</b>	<b>COUNTY ATTORNEY</b>				<b>FY 2003/04</b>	
<b>Section:</b>	<b>OPERATIONS</b>				<b>FY 2004/05</b>	
	2001/02 Actual Expenditures	2002/03 Adopted Budget	2003/04 Adopted Budget	Percent Change 2003/04 Budget over 2002/03 Budget	2004/05 Approved Budget	Percent Change 2004/05 Budget over 2003/04 Budget
<b>EXPENDITURES:</b>						
Personal Services	1,185,997	1,264,258	1,336,436	5.7%	1,430,775	7.1%
Operating Services	146,268	283,596	194,103	-31.6%	199,400	2.7%
Capital Outlay	1,616	0	0		0	
Debt Service	0	0	0		0	
Grants and Aid	0	0	0		0	
Reserves/Transfers	0	0	0		0	
<b>Subtotal Operating</b>	<b>1,333,881</b>	<b>1,547,854</b>	<b>1,530,539</b>	<b>-1.1%</b>	<b>1,630,175</b>	<b>6.5%</b>
Capital Improvements	0	0	0		0	
<b>TOTAL EXPENDITURES</b>	<b>1,333,881</b>	<b>1,547,854</b>	<b>1,530,539</b>	<b>-1.1%</b>	<b>1,630,175</b>	<b>6.5%</b>
<b>FUNDING SOURCE(S)</b>						
General Fund	1,333,881	1,547,854	1,530,539	-1.1%	1,630,175	6.5%
<b>TOTAL FUNDING SOURCE(S)</b>	<b>1,333,881</b>	<b>1,547,854</b>	<b>1,530,539</b>	<b>-1.1%</b>	<b>1,630,175</b>	<b>6.5%</b>
Full Time Positions	17	17	17		17	
Part-Time Positions	1	1	1		1	
<b>New Programs and Highlights for Fiscal Year 2003/04</b>						
Outside Counsel						32,000
Lobbyist Services						75,000
<b>New Programs and Highlights for Fiscal Year 2004/05</b>						
Outside Counsel						37,297
Lobbyist Services						75,000
<b>Capital Improvements</b>		<b>2003-04</b>	<b>2004-05</b>	<b>2005-06</b>	<b>2006-07</b>	<b>2007-08</b>
Total Project Cost		0	0	0	0	0
Total Operating Impact		0	0	0	0	